

State Technology Grant Fund Budget and Accounting

The goal is to pay for the entire Internet costs from the State Technology Grant Fund.

1. If you don't have one, then create a State Technology Grant Fund. This is done by a board resolution.
2. In the library budget appropriate the non eRate portion of Internet costs in the Operating Fund in the category of "Telecommunications and Transportation" (3.2). Anticipate the yearly cost that is not available in the State Technology Grant Fund.
3. Distribution from the State Technology Grant Fund is made in December to members of the Indiana State Library Consortium for Public Library Internet Access. The distribution is for 12 months of non-eRate cost depending on allocation available.
4. For the budget year receipts and disbursements are made from the State Technology Grant Fund. Distribution checks are receipted into the State Technology Grant Fund.
5. When there are insufficient funds in the State Technology Grant Fund, payments are made from the operating fund.
6. Never pay back from the State Technology Grant Fund monies expended in operating fund. Do not transfer money from a grant fund into an appropriated fund.
7. Do not allow the State Technology Grant fund to have a negative balance.